

Subject: Invitation for Your Contribution to Our Upcoming Press Release

Dear [Shareholder's Name],

We hope this letter finds you well. As a valued shareholder of [Company Name], we are committed to keeping you informed and engaged with our ongoing initiatives and developments.

We are preparing a press release to announce [briefly describe the announcement, e.g., a new product launch, quarterly earnings, etc.], and we believe that your insights and contributions would greatly enhance the message we are sharing with the public.

We would like to invite you to contribute your perspective or quote for this press release. Your unique viewpoint would not only enrich our communication but also demonstrate the collaborative spirit we cherish at [Company Name].

If you are interested, please send us your thoughts by [insert deadline]. We would be happy to work with you to shape your contribution in a way that aligns with our message.

Thank you for your continued support and engagement. We look forward to hearing from you soon.

Warm regards,

[Your Name]
[Your Position]
[Company Name]
[Contact Information]